CITY OF SAINT PAUL PUBLIC WORKS

Neighborhood Bike Rack 50/50 Cost Sharing Program November 9, 2012

Requirements

1. Introduction

Over the past few years, Saint Paul has been proactive in implementing on-street and off-street bicycle facilities as part of improving transportation throughout the city. Implementing infrastructure so that physical activity is more easily incorporated into the daily lives of Saint Paul's residents has tremendous health, economic, environmental and quality of life benefits. Bicycle facilities help the City in its effort to make bicycling an integral part of daily life in Saint Paul, thereby helping to make our City the "most livable City in America."

Whether the destination is downtown, on University Avenue, on Grand Avenue or elsewhere in the City, one of the important elements of bicycle infrastructure is bike parking at or near destinations. The City of St. Paul recognizes the need for more bicycle parking in the city. As such, the City is happy to offer the Bike Rack 50/50 Cost Share Program. The requirements and instructions for the program are as outlined below.

2. Requirements

a. General

- i. Racks are to be installed in the Right-Of-Way and will be available for public use.
- ii. Program applies only to properties where it is not feasible to install bike racks on private property.
- iii. Installation will be on first come first served basis.
- iv. Cost will be determined by the City.
- v. Cost split will be 50/50 (City/requesting party).
- vi. The number of racks installed per year will be dependant upon available funding.
- vii. Removal of snow from around bike racks will not be the responsibility of the City. Rather, snow removal around bike racks will be according to City Policy as it relates to snow removal from sidewalks.

b. Structure and Location

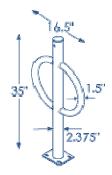
i. The only rack type allowed as part of Cost Sharing program is the hitch type. If styles other than hitch are desired, two other options may include the "Bike" bike rack or a "Swerve" type rack. The swerve type rack will have a maximum of four racks per multiple rack installation. Acceptable racks are as shown in the photos below.



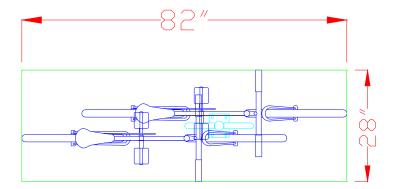
Hitch rack Bike bike rack Swerve rack

ii. Rack Dimensions and associated envelopes

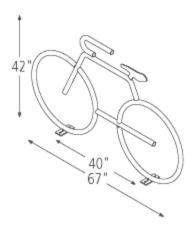
Hitch Rack Example



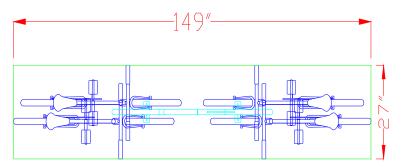
Hitch Rack Example Envelope



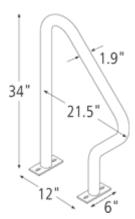
Bike Bike Rack Example



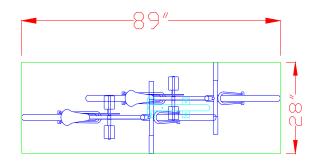
Bike Bike Rack Example Envelope



Swerve Rack Example



Swerve Rack Example Envelope



- iii. Rack coating: galvanization (minimum).
- iv. Installation shall be surface mounted.
- v. Installation shall be in Public locations.
- vi. Installation cannot be in front of doorways, windows or delivery areas.
- vii. Installation location shall be on concrete. Installation in/on surfaces other than concrete shall be reviewed by the City on an individual basis.
- viii. Installation shall not be on heated pedestrian ways.

c. Clearances

- Bicycle racks should be considered street furniture and as such must comply with City Ordinances and Right-Of-Way (ROW) permitting regulations with respect to installing and maintaining street furniture.
- ii. Minimum required clearance from the curb face to the bike envelope is two and a half (2.5) feet.
- iii. Minimum unobstructed pedestrian clearance is required on all city streets. The unobstructed pedestrian clearance in the Central Business District, on arterials and in commercial areas shall be six (6) feet. In all other areas the unobstructed distance shall be five (5) feet. The unobstructed distance shall be measured from the Right-of-Way line.
- iv. Minimum clearance from a pedestrian curb ramp shall be twenty (20) feet from the near side of the crosswalk to the bike rack envelope.
- v. Minimum clearance from street furniture to the edge of the bike rack envelope shall be five (5) feet. Street furniture shall include, but not be limited to, benches, trash receptacles, mailboxes, permanent outdoor seating areas, etc.

- vi. Minimum clearance from other elements found in the Right-Of-Way (ROW), such as bus shelters, fire hydrants, signal control cabinets etc. shall be fifteen (15) feet to the bike envelope.
- vii. Minimum clearance from utility vaults, manholes, power poles, permanent planters, etc. shall be five (5) feet to the bike envelope.

Instructions

- 1. Contact David Kuebler, Saint Paul Public Works, via email at david.kuebler@ci.stpaul.mn.us with a request for a bike rack(s) and provide the City with the following information:
 - a. Name of business, establishment or transit stop where bike rack is being proposed.
 - b. Address of proposed location.
 - c. Contact information for location of proposed bike rack.
 - d. Person making request.
 - e. Name, address and daytime phone number of person making request.
 - f. Number of racks.
 - g. Additional information/comments.
- 2. The person/agency/business making the request contacts vendor regarding a desired installation.
- 3. The vendor will create a detailed plan showing location, clearances, existing above ground utilities, existing bus stops, etc. as well as an estimate for the installation. Said plan and estimate will be provided to the City for review and approval.
- 4. The City conducts site visit to review plan.
- 5. The vendor to provide City with cost estimate for installation.
- 6. The City provides approval of plans and estimate for proposed installation.
- 7. The vendor installs the rack(s).
- 8. The City completes final review of installation.
- 9. The Vendor sends and invoice to the City for the City's share of the installation.
- 10. Once City has reviewed and approved the installation, the City will take over the ownership, and operation and maintenance associated with the racks.